

User's Guide to the Alaska Department of Natural Resources, Division of Mining, Land & Water Alaska Hydrologic Survey (AHS) Water Well Log Tracking System (WELTS)

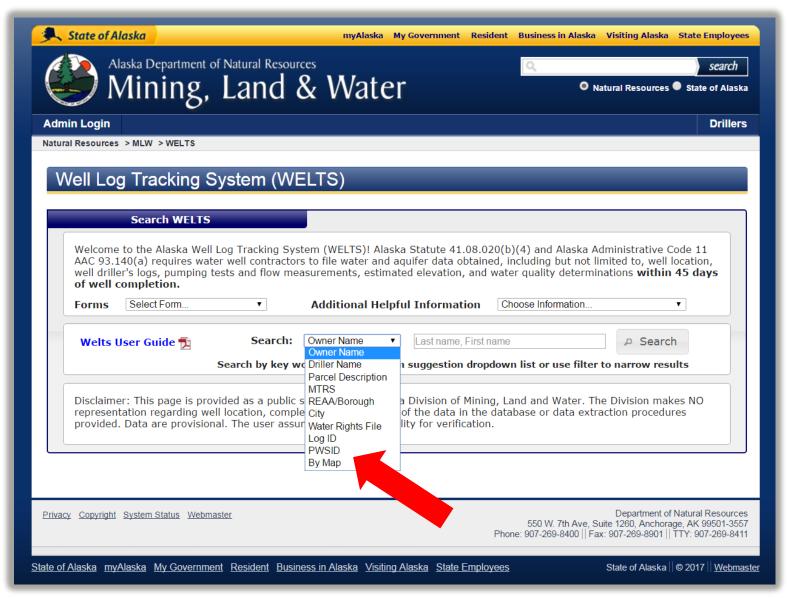
Welcome to the Well Log Tracking System (WELTS) for online reporting and archival of water well logs!

This user's guide is divided into four components: 1) instructions to conduct a search for water well logs using the tabular application, 2) instructions for online reporting of water well logs, 3) instructions to download shapefiles using WELTS in Alaska Mapper, and 4) instructions to access metadata.

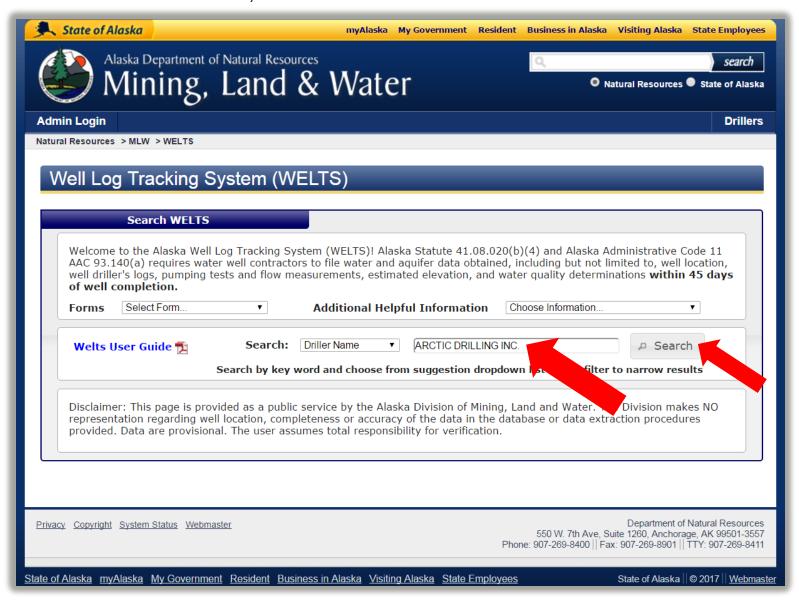
Component 1:

instructions to conduct a search for water well logs using the tabular application

To conduct a search for well logs, select a field to initiate the search by clicking on the dropdown arrow as shown below:



Type in the information that you would like to conduct the search on as shown below, then click on the *Search* button:



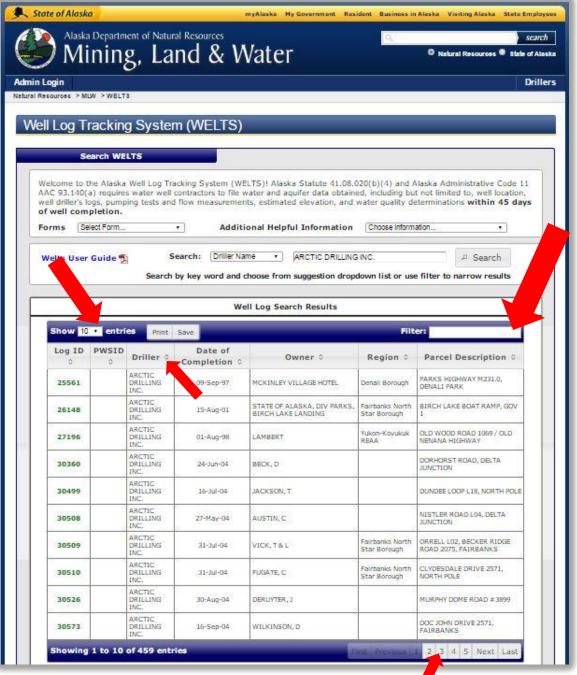
A screen similar to the one shown on the right will appear.

You may include an additional filter if you wish by typing an item (i.e. region, owner name) in the filter box.

You may also change the number of entries shown per page by clicking on the dropdown arrow.

You may also sort the data (ascending or descending) by clicking on the ^ icon

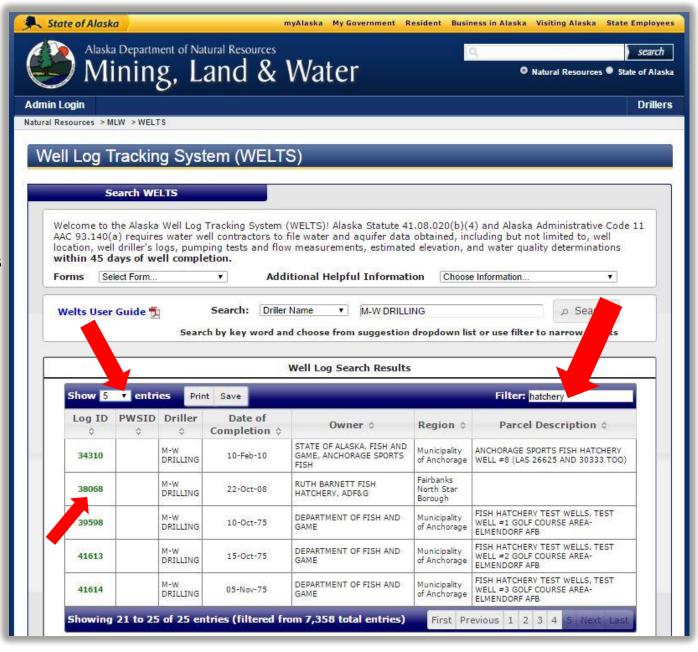
Additionally, one may change the page as shown on the bottom menu



In this example, additional information was included (i.e. hatchery) to narrow the search

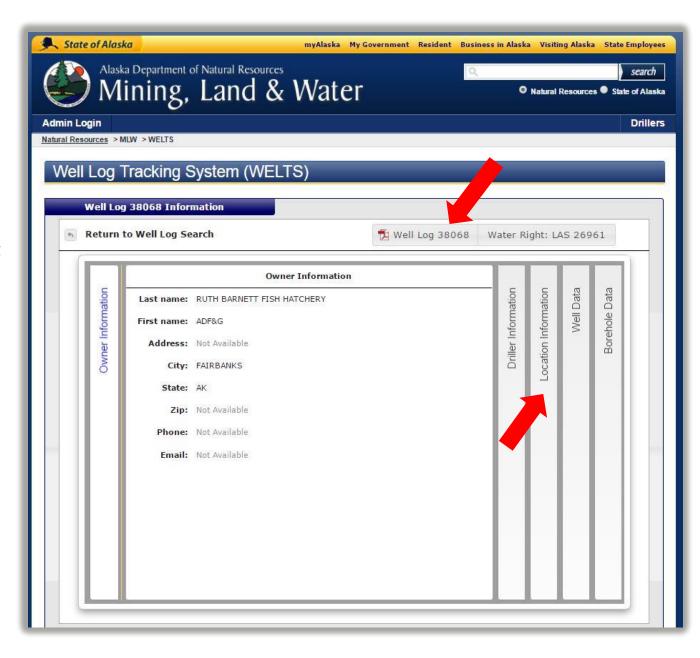
Additionally, the number of entries shown per page was reduced.

One may view the file for a particular well, by clicking on the Log ID number.



After clicking on the Log ID number, a screen similar to the one on the right will appear. You may view information manually entered into previous versions of WELTS by selecting the vertical tabs. Please note legacy data that was not entered into older versions of WELTS will display "Not Available."

You may also view the well log file (which may have the legacy information included) by clicking on the Well Log button



After selecting the well log button, the well log will open as shown on the right

01/07/2009 09:54 9073453287

MW DRILLING

38068

M-W Drilling, Inc.

P.O. Box 110389 + Anchorage, AK 99511+
 +907-345-4000 + 907-345-3287 Fax+

Job No. 08-107

GROUNDWATER WELL AS-BUILT & LOG

Well Owner: Alaska Dept. of Fish and Game Legal Description: Ruth Burnett Fish Hatchery Fairbanks, Ala	Use of Well: Industrial aska
CONSTR	UCTION
Hole Depth: 193.1' Casing Size: 8" Cased To: Drill Method: Air Rotary Wall: 322	
	rated Perf. Method: - 167,(8", '040" 304SS Screen to 187.56', Tallipipe & bottom plate to
Grout Notes: (4) Sack(s) of Bentonite Notes:	
Disinfected: Yes Method: Clorox Well Development Method Mechanical	
Notes: 32 HOULS DEVELORMENT	
Static water level (SWL) 10' below top of casing (TOC). Well yield test at 400 Gals, per minute (GPM) for 24' ho Method: Sub Pump	our(s) with 30.5 of drawdown (DD) from static level(SWL).
	Date: 10/22/2008
96	

WELL LOG

Depth in feet from top of casing.			Details of formations penetrated, size of material, color and miscellaneous details.
0	TO	3	Casing Stick Up
3	TO	14	Silty Sand: Dry
14	TO	18	Sitty Sand: Damp
18	TO	56	Water Gravel: Coarse
56	TÓ	60	Sand: Heaving, Water Bearing, Find-Medium
60	TO	77	Sandy Gravel: Coarse (1-2 GPM)
77	TO	140	Silt: Sandy, Mucky, with some Gravel layers
140	TO	144	Water Gravel: Coarse, Heaving
144	TO	165	Sand: Slightly Slity, Coarse to Medium, Water Bearing
165	TO	180	Sandy Gravel: Small Water Bearing
180	TO	190	Sand: Coarse, Slightly Gravelly, Water Bearing
190	TO	198	Sandy Gravel: Small Water Bearing
	TO		
	TO		
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	то	********	4. A Paris Control of the Control of

If a water right is associated with a particular well, you may view the water right information by clicking on the water right tab



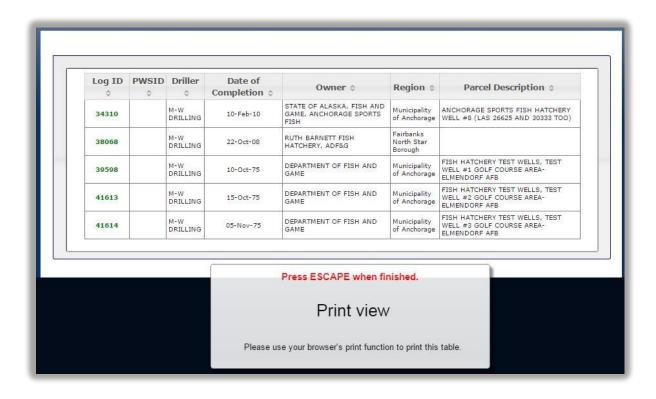
A screen similar to the one on the right will appear.



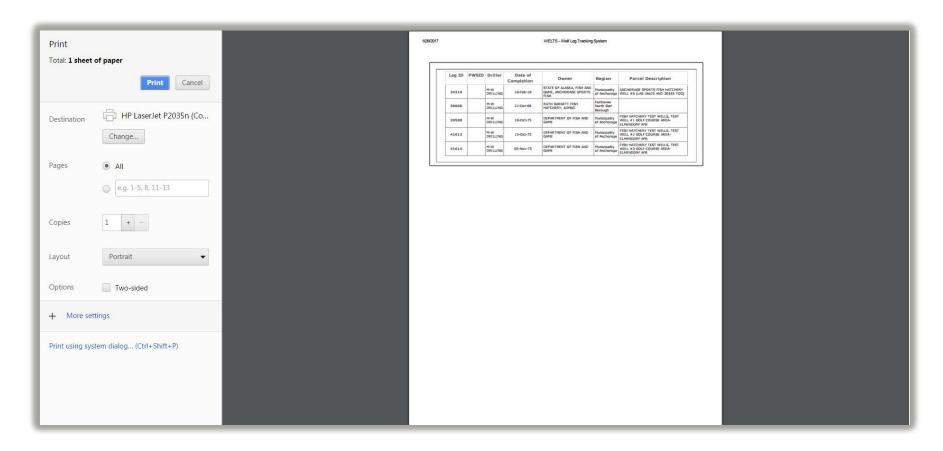
To print or save a list of well logs, select the *Print* or *Save* button shown on the menu bar.



After selecting the print button, a message similar to the one shown on the right will appear.



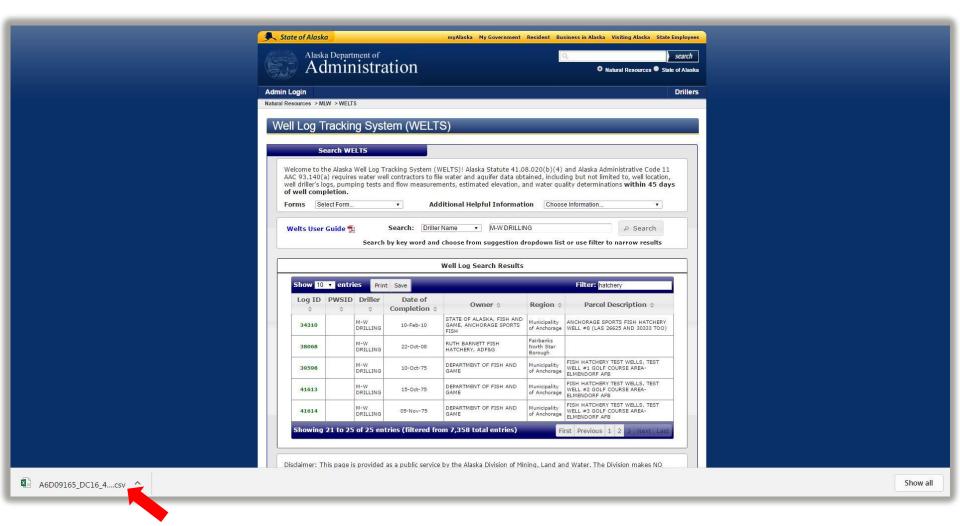
The print window you see will vary depending on the browser you are using (example shown below using Chrome browser).



To save, or electronically download the data, click the *Save* button as shown in the figure to the right. A window will pop-up giving you the option to save as a csv, Excel, or pdf file.



After you make your selection, a window will pop-up at the bottom of your screen (the image may vary depending on the browser you are using). Click on the tab to open the file. You may save the file to the desired location.



Please be aware . . .

Please note that the save function will not work properly for large datasets. Requests for full downloads of the database should be submitted in writing via email to:

dnr.water.reports@alaska.gov

Component 2:

instructions for online reporting of water well logs

For online reporting of water well logs one must first set up an Account this only needs to be completed once!

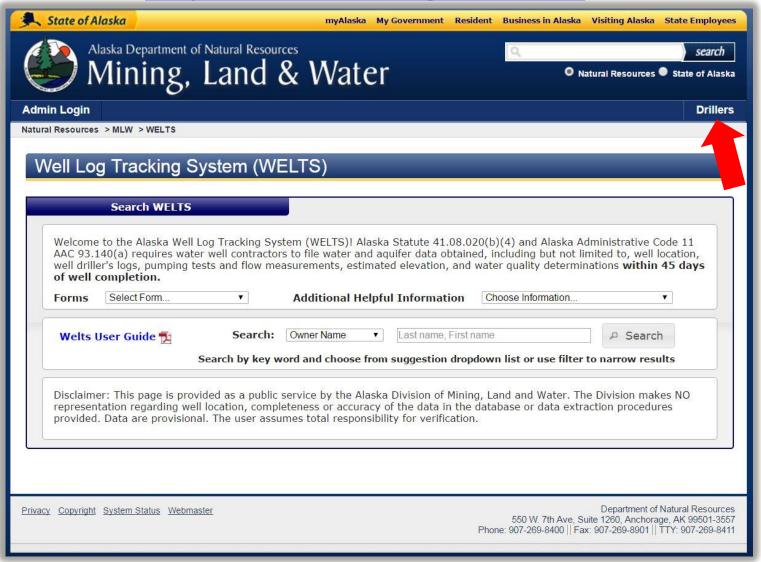
Information you will need to set up an account:

- 1. Company name
- 2. User name and password (user selects these)
- 3. Name of contact, business phone, and email
- 4. Business address

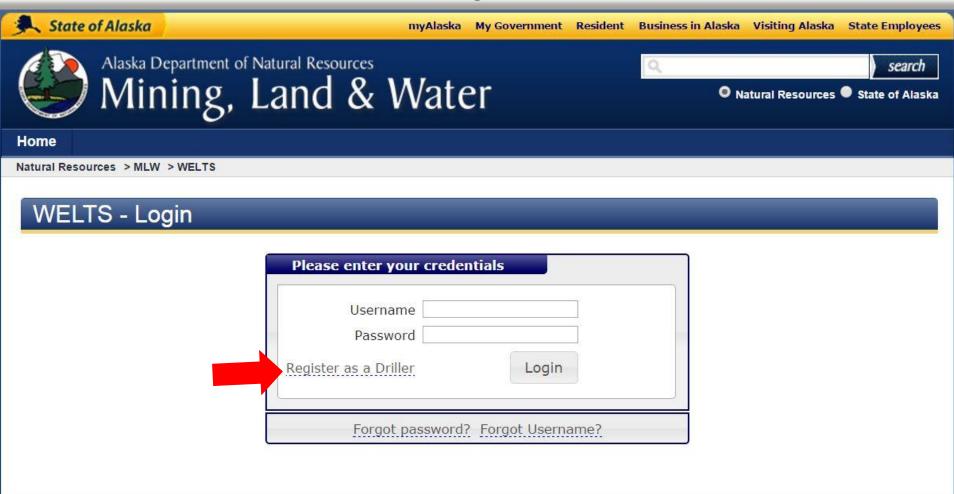
once an account is verified by an AHS hydrologist the user may report water well logs online

To set up an account, select *Drillers* on the WELTS Application Homepage which is accessible at the url below:

https://dnr.alaska.gov/welts/



then click on *Register as a Driller*



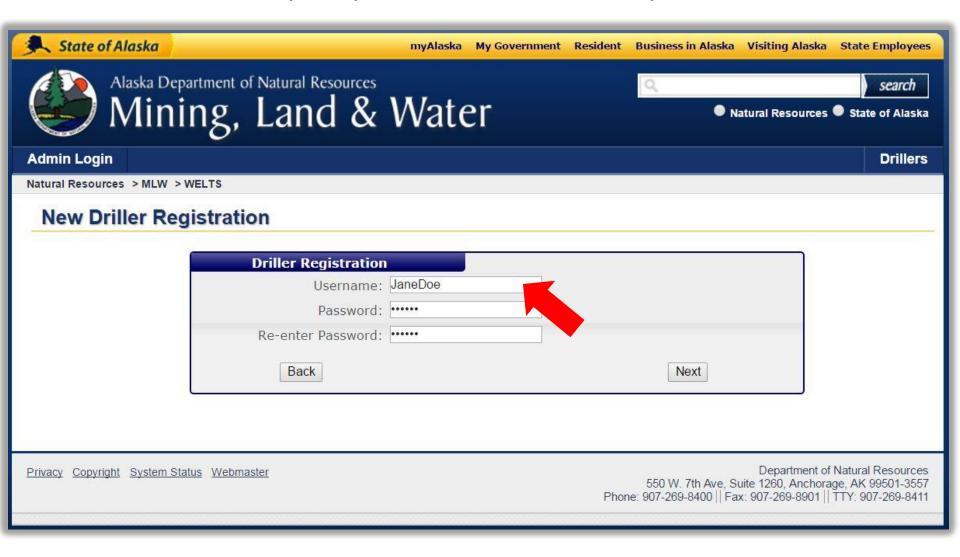
Privacy Copyright System Status Webmaster

Department of Natural Resources 550 W. 7th Ave, Suite 1260, Anchorage, AK 99501-3557 Phone: 907-269-8400 || Fax: 907-269-8901 || TTY: 907-269-8411

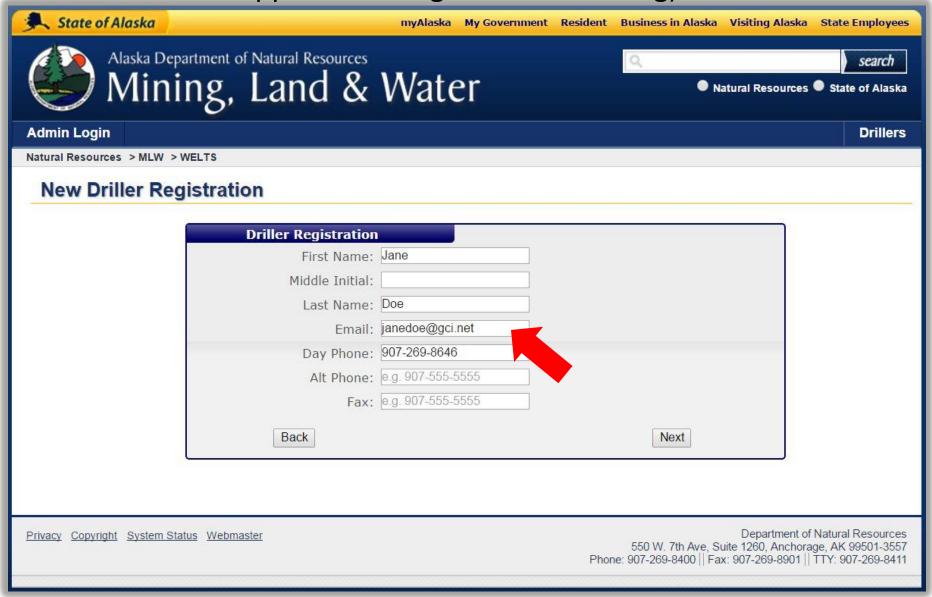
enter company name (please note this information will appear on the generated well log)



enter your preferred username & password



enter business contact information (please note this information will appear on the generated well log)



enter business address (please note this information will appear on the generated well log)



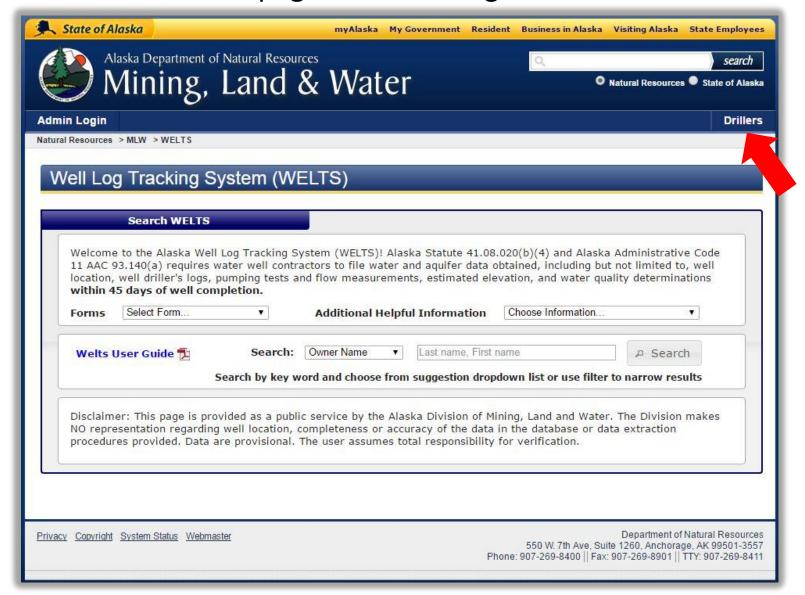
verify business information is correct and select register



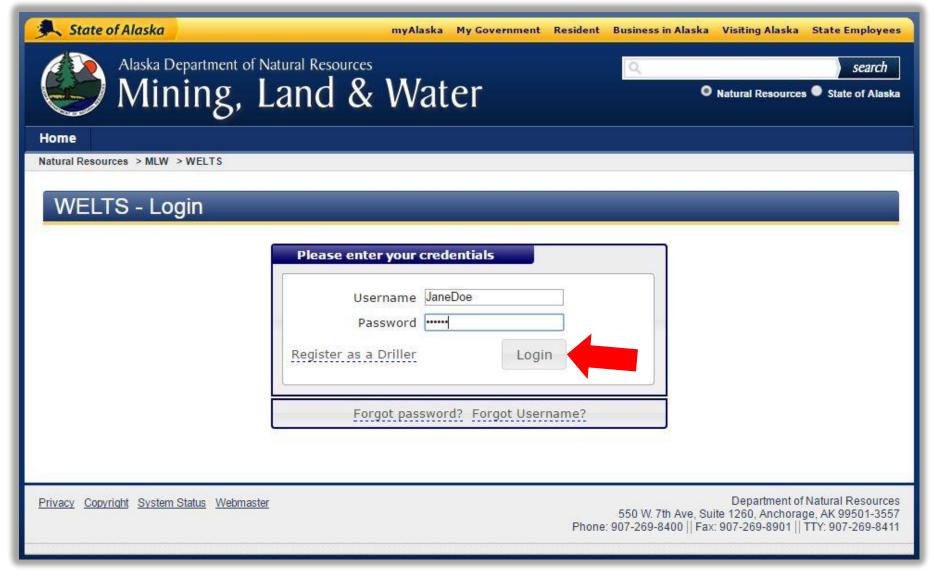
you will receive a confirmation window, select ok



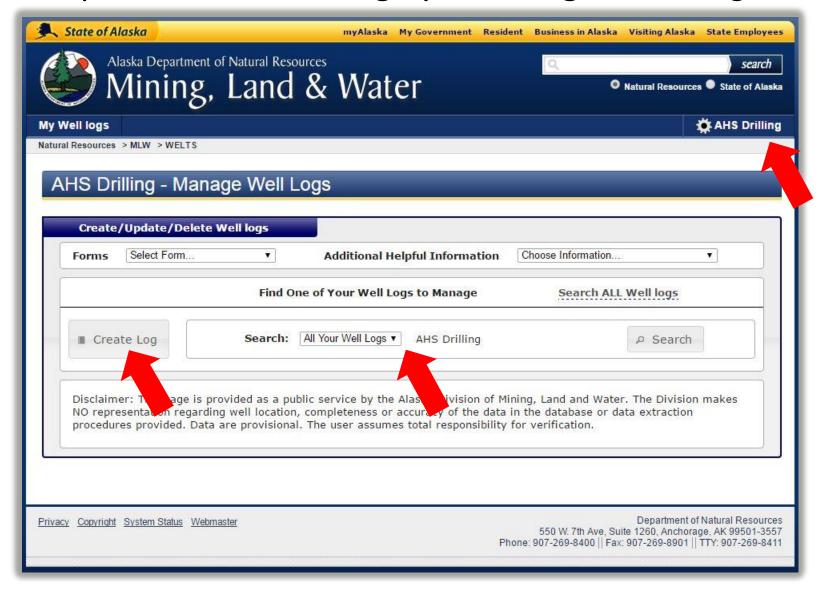
After the Driller Account is Approved by AHS, the driller may Login by going to the WELTS homepage and selecting "Drillers" as shown below



one may report water well logs by entering the username & password, then clicking on *Login*



once you are logged in – you may search your well logs or report a water well log by selecting *Create Log*



to report a water well log select *Owner Information* tab & enter the owner's information



When one selects the *Driller Information* tab it should automatically be populated – no need to enter information



then select the Location Information tab

there are a couple of ways to populate this tab – we will look at 2 examples Example 1 – suppose that one is drilling a well in the Municipality of Anchorage (adjacent to the Atwood Bldg) but doesn't have a GPS. Select the Municipality of Anchorage (MOA) from the drop-down menu shown for REAA/Borough. Then select the *use a map* icon shown below:



Note the mapping tool is case sensitive so if you enter the nearest city use lowercase



the map window appears and the selected MOA is highlighted, select the zoom in icon (+) to zoom in to the location of the drilled well



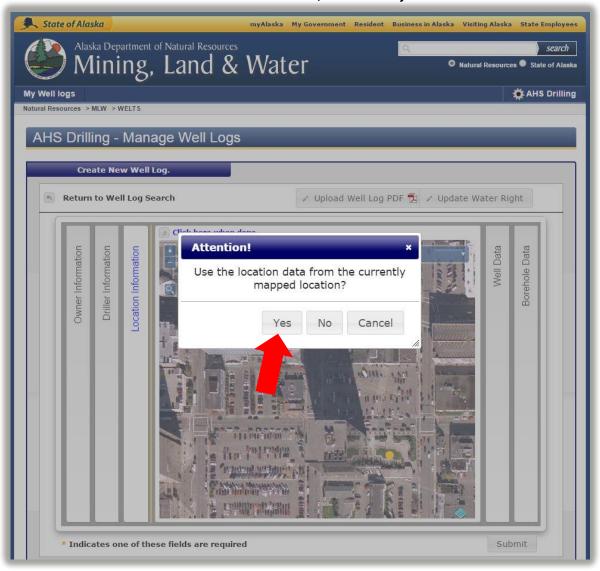
users also have the option to change the basemap (several options are available and may be accessed by selecting the drop-down menu)



click on the drilled well location and then select the click here when done icon



the window shown below will pop-up and ask the user to confirm using the mapped location, select *yes*



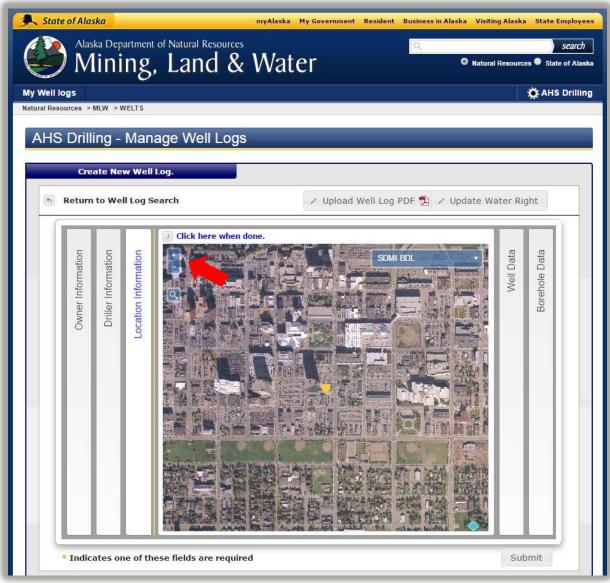
note that the latitude, longitude nearest city and MTRS will automatically be populated however, the user will need to enter the subdivision, lot, block and address. If this information is not known enter NONE



Example 2 – suppose the user drilled a well in the Municipality of Anchorage (adjacent to the Atwood Bldg) and has a GPS, or smart phone – enter the latitude and longitude (please add a negative sign in front of the longitude coordinate so that it appears in the correct hemisphere) then click on the *Use a map icon*

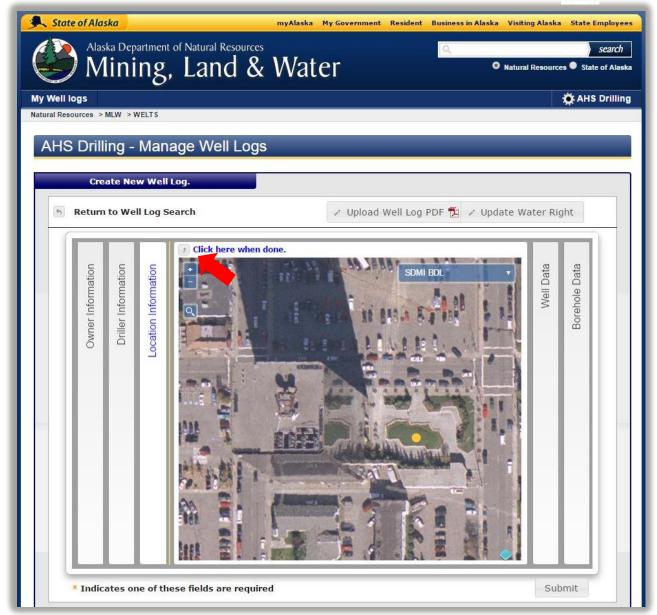


verify that the location for the coordinates entered appears correct, zoom in if necessary by selecting the (+) icon



select the Click here when done icon





the window shown below will pop-up and ask the user to confirm using the mapped location, select *yes*



note that the nearest borough, city and MTRS will automatically be populated however, the user will need to enter the subdivision, lot, block, and address. If this information is not known enter NONE



Select Well Data tab

then select general well info tab and enter requested information



You may use the scroll bar to move up or down the general well info tab

revised on 1/30/2017

If the well is used

for public supply,

number may be

entered if known

the PWSID

Select well intake info tab and enter requested information



You may use the scroll bar to move up or down the well intake info tab

Select well casing info tab and enter requested information



You may use the scroll bar to move up or down the well casing info tab

select water pumping info tab and enter requested information



You may use the scroll bar to move up or down the water pumping info tab

select grout info tab and enter requested information



select well pump info tab and enter requested information



select disinfection info tab and enter requested information



You may use the scroll bar to move up or down the Disinfection info tab

Select Borehole Data tab

one may enter lithology & depth information by selecting the (+) icon (please note the lithology should be reported with reference to ground surface, and not from top of casing, one may also edit or delete a previously entered lithology by selecting the pencil (\checkmark) icon or the delete (\checkmark) icon - select the submit tab to report the information



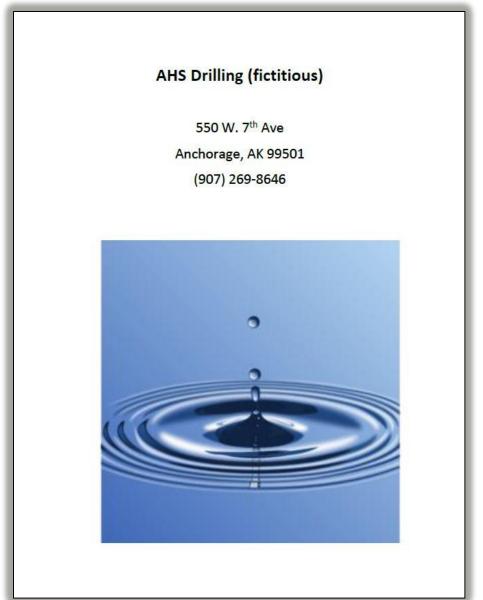


WELTS will not allow one to submit lithologic information if symbols such as: & or parenthesis () are used in lithologic descriptions

Note required fields missing data are highlighted in pink. WELTS will not permit submittal until required fields are populated. If information for a required field is not known, the user may enter "NONE"



Browse to the directory with the portable document format (pdf) file you wish to upload – for example the AHS Drilling logo (fictitious) pdf file shown below





please note the file must be a pdf - the system will not permit upload of non-pdf files

Wait patiently while loading . . . takes a few seconds WELTS application assigns the well log identification number

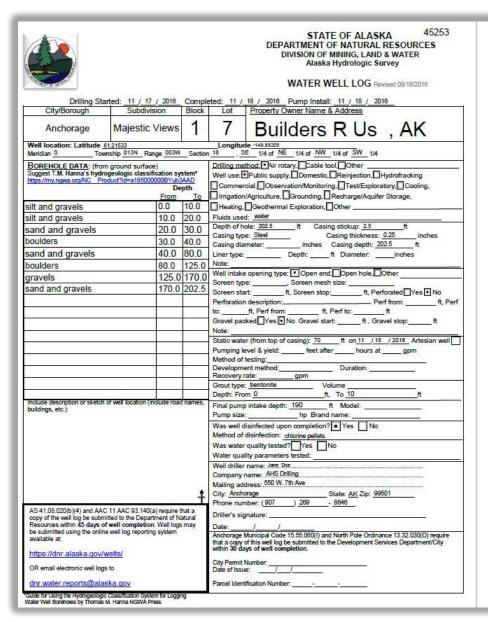




Note uploading a new pdf file will overwrite the existing well log! If a well is deepened or decommissioned, first download the existing well log (pdf) and compile it with the new well log/decommissioned form - then upload the compiled pdf



following submittal - information entered in reporting system populates water well log form & appends uploaded file

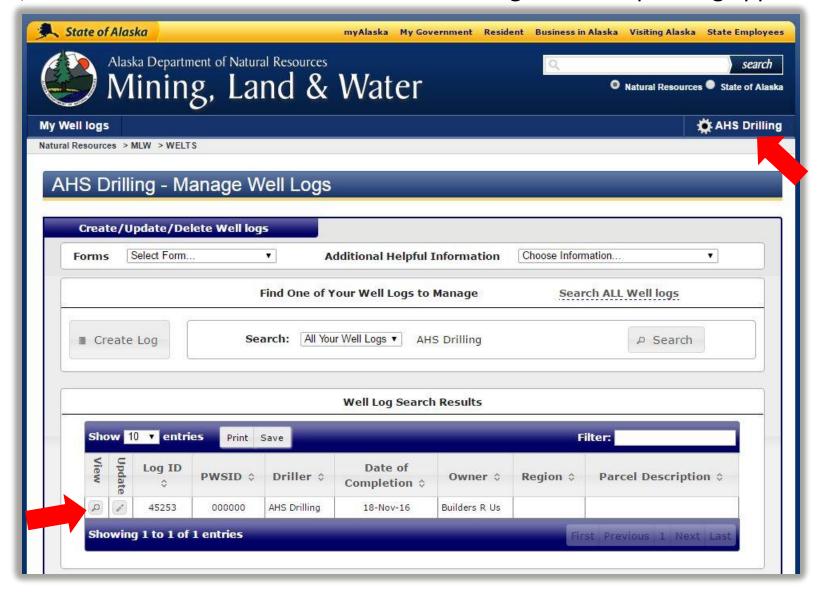


AHS Drilling (fictitious)

550 W. 7th Ave Anchorage, AK 99501 (907) 269-8646



after the well log submittal is approved by AHS the well log becomes visible to the public, but the driller will still be able to view the log while it is pending approval



Please be aware . . .

- □ Older versions of WELTS permitted the use of symbols such as "&" and parenthesis () when entering data and names of companies. If one tries to upload a new compiled pdf, WELTS will not permit upload until the symbol(s) is/are removed.
- ☐ Problems that may be encountered can be browser specific, so please provide the type of browser and a screen capture of any error messages you receive and send to:

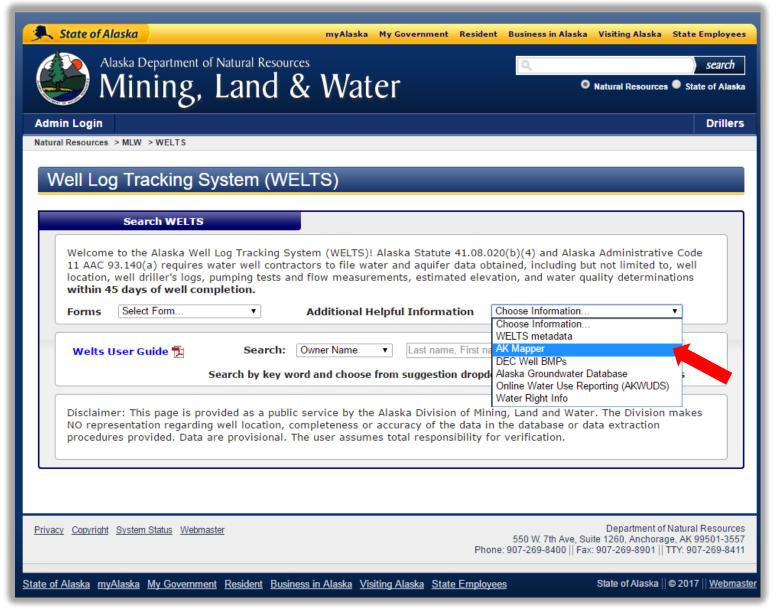
 dnr.water.reports@alaska.gov.

Component 3:

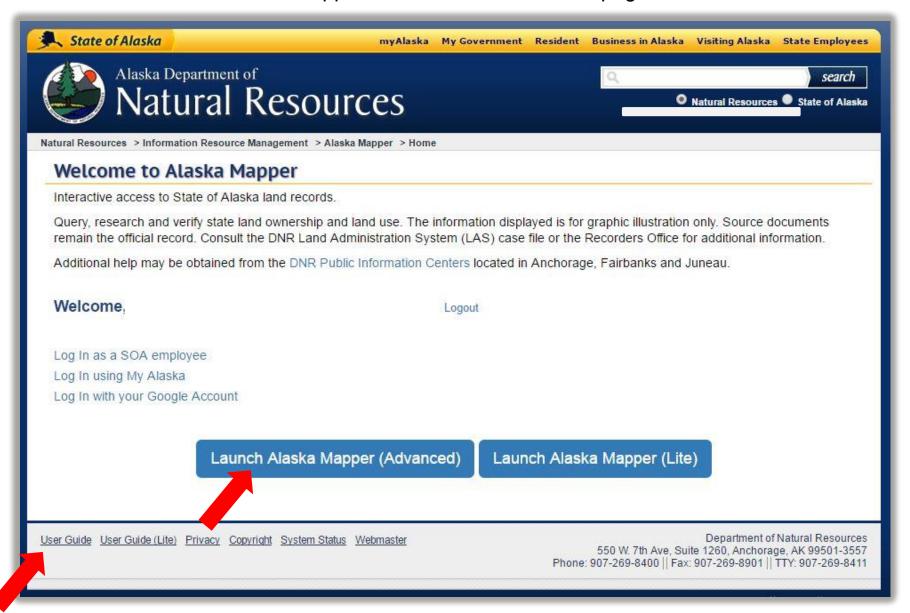
instructions for using WELTS in Alaska Mapper

revised on 1/30/2017

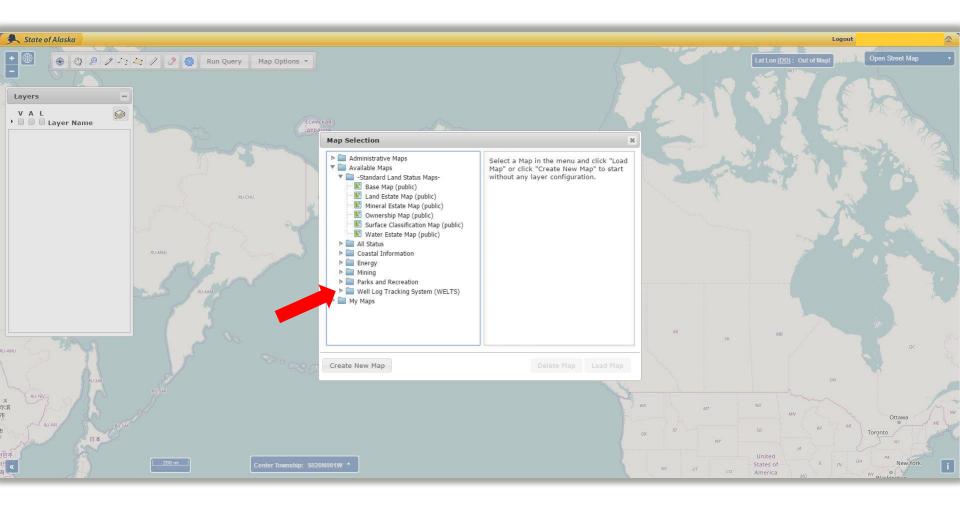
To conduct a search for well logs in Alaska Mapper, select the AK Mapper tool listed in the Additional Helpful Information drop-down menu on the WELTS home page



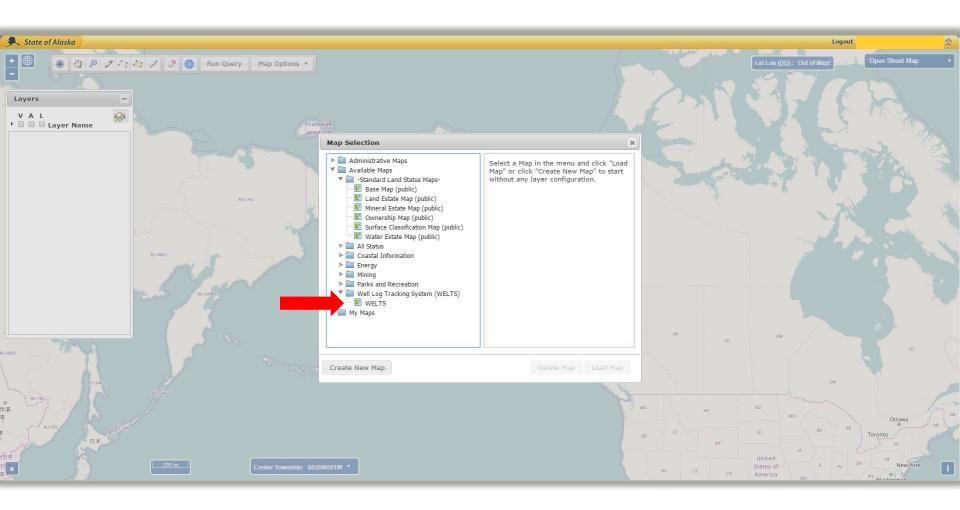
Click on the button Launch Alaska Mapper (Advanced). Note that the User Guide for Alaska Mapper is available on the homepage



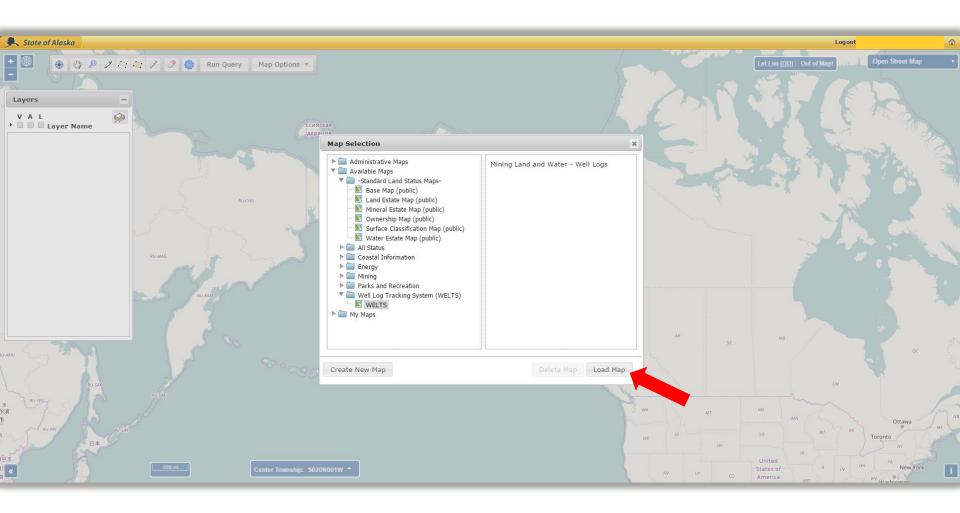
Then click the arrow for the Well Log Tracking System (WELTS) as shown below:



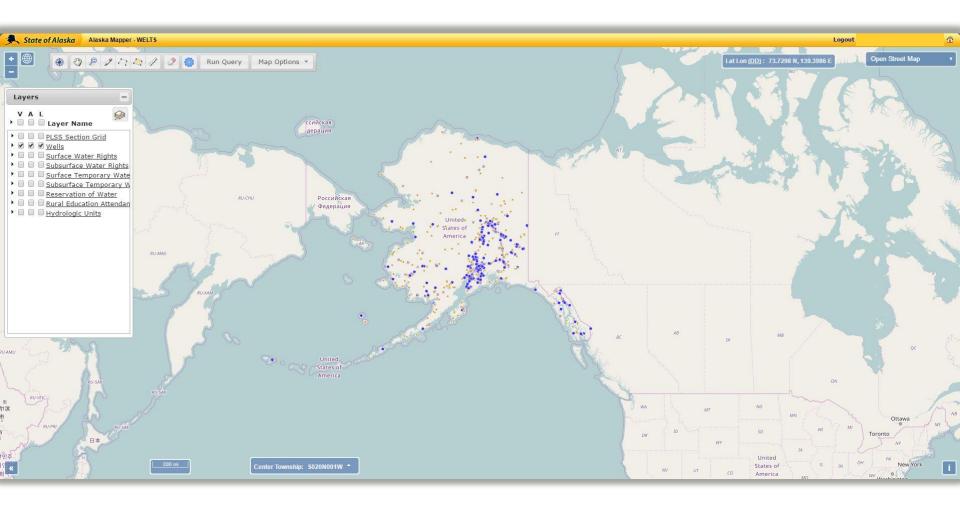
The WELTS icon will appear, click on the WELTS icon:



Then select the *Load Map* button as shown below:



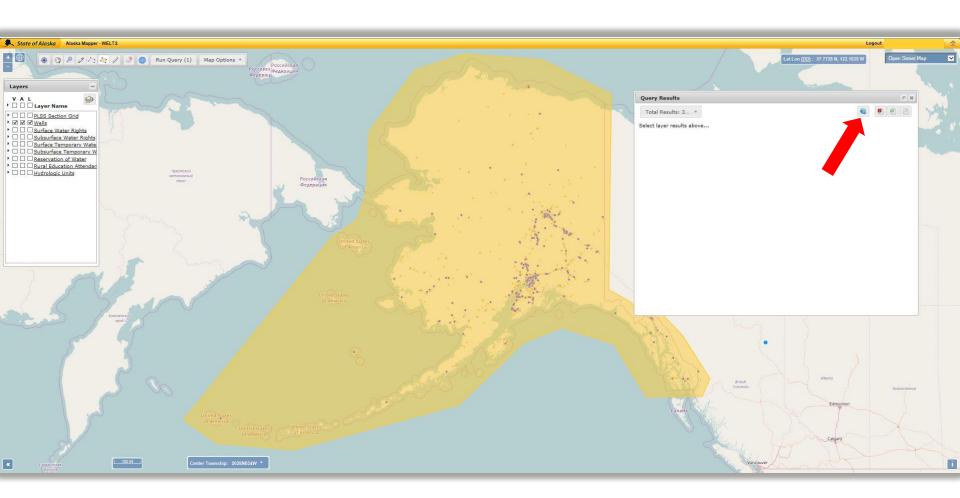
The well layer will become visible as shown below:



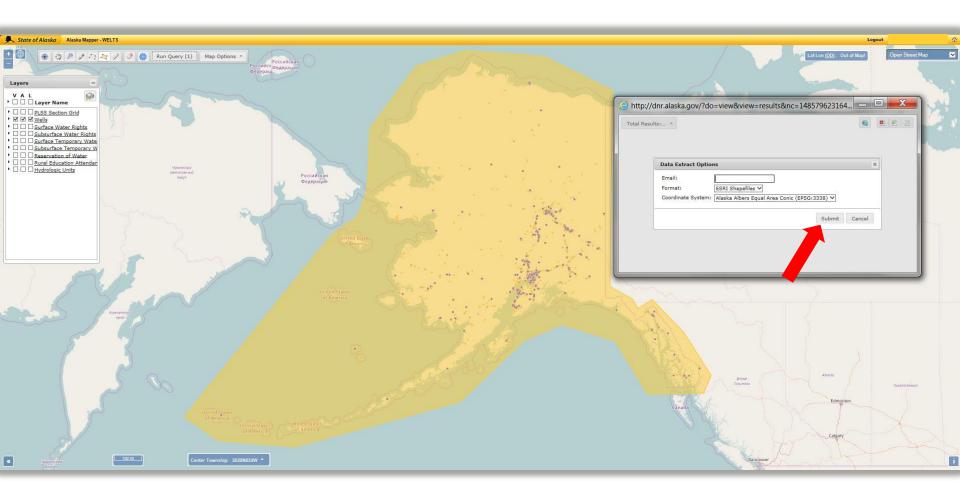
To download shapefiles, select the polygon icon and draw the polygon for the area of interest



Then select the icon with the globe and arrow <a>



The data extract options window will appear as shown below. Fill-in the requested information and click the *Submit* button



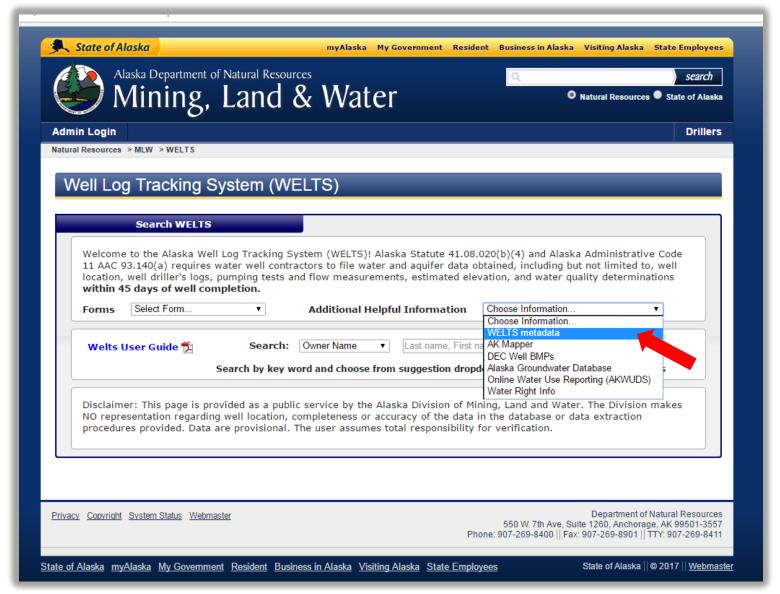
Please be aware . . .

Additional queries and exports in spreadsheet, PDF, and HTML formats may be conducted in Alaska Mapper, however please be aware that the system will return an error message if the number of exported records in spreadsheet, PDF, and HTML formats exceeds 5,000

Component 4:

instructions for access to metadata

WELTS metadata may be accessed by selecting WELTS metadata from the Additional Helpful Information drop-down menu on the WELTS homepage



Lastly, our beta testers tried their best to develop a bug-free product, however a few critters may have escaped us. Should you encounter any issues, please send an email with a screen capture of the error message to: dnr.water.reports@alaska.gov so that we may correct the problem.



revised on 1/30/2017